

RALEIGH PARKS AND RECREATION DEPARTMENT

PULLEN AMUSEMENT PARK SHELTER AND OPEN SPACE REGULATIONS

Pullen Amusement Park, 520 Ashe Avenue, Raleigh, NC 27606 (919) 831-6468

General Information

- **NO ALCOHOLIC BEVERAGES**, including beer and wine, are permitted on premises.
- Length of rental time includes set up and clean up time.
- Weapons are unlawful on Raleigh Parks and Recreation properties or at activities sponsored by Raleigh Parks and Recreation (Code 9-2021).
- No alterations are to be made to the site. Do not remove tables from shelters.
- Assistance for carrying items to shelter is available if booked one week in advance. A fee will be charged.
- For any Special Event or activity as a part of your picnic, a special facility request must be approved 6 weeks in advance. (Bands, tents, extra activities, theatrical plays, sound systems etc.)
- Lights, electricity and water are **not** included in, nor are they a part of any shelter reservation fee or open space rental.
- All pets must be on a leash and under physical restraint at all times. Pets are not allowed on rides, on boat rentals, or in pool facilities or community center buildings, unless they are service animals.
- Events and/or groups with attendance of 150 or more people will need to fill out an additional questionnaire that is reviewed and is subject to approval by park management.
- The individual making a reservation is held responsible for clean up and any damage/misuse of structures, grounds and the natural resources of the area reserved. Only taped decorations may be attached to the shelter and must be removed after the event.
- A fee will be charged for all groups and organizations reserving any or all of the park facilities/open spaces. Rental fee must be paid by cash, check, credit card or money order upon making reservation. (Checks are made payable to: "City of Raleigh") Returned Check Charge is Maximum Allowed under State Law.
- Restroom facility is open daily at 9 am. Restroom facility closes per amusement ride schedule. Restrooms are open on Non-operational days 9:30 am - 4:30 pm.
- Ticket sales will end 15 minutes before the rides close each day. Certain rides may close early due to inclement weather and/or darkness. **Tickets are non-refundable**, ride tickets may be used at any time.
- Programs and activities sponsored by the City of Raleigh Parks and Recreation Department shall have priority over other uses.
- In the event of inclement weather, the City of Raleigh Parks and Recreation Department reserves the right to cancel all reservations.
- Fishing is not allowed at Pullen Park.
- Please take advantage of our recycle containers that are located in the picnic area and various areas of the park.
- Renters must vacate and return the facility to proper/usable condition before their rental time ends.
- The renter shall not sub-let the use of the City of Raleigh Parks and Recreation Department facilities.
- The renter shall be responsible for the removal of trash, paper, etc. from and general cleaning of the premises. In the event that facilities are not cleaned after use, the renter will be billed for additional clean-up by the City of Raleigh Parks and Recreation Department.
- The City of Raleigh Parks and Recreation Department has the right to terminate this rental contract with no refund at any time that these rules and regulations are not followed. Persons disregarding such are subject to reprimand, suspension, citation and/or arrest.
- Additional damage fee may be assessed if deemed appropriate by the City of Raleigh Parks and Recreation Department.

Parking

- Vehicles are restricted to public roads and parking areas. Vehicles must be parked in designated areas or will be subject to ticketing and towing.
- Weekend overflow parking is available at the Governor Morehead School across Ashe Avenue and at the NCSU Parking Deck on Cates Avenue. Bus parking is available in the upper picnic parking lot or at the north end of the park (Pullen Road Entrance) behind the softball ball fields.

Catering Information

- All catered events are required to obtain a catering permit. Completed permit must be submitted to the facility manager's office 5 working days before event.
- All catered events must have equipment, food, and cookers hand carried or rolled to shelter.
- **No vehicles allowed at shelters.**
- Collect grease and food scraps in a container and disposed of in the garbage. Do not pour grease, oil, or fat in any drain, garbage cans or on ground.
- No alterations are to be made to the site. Do not remove tables from shelters.
- Assistance for carrying items to shelter is available if booked one week in advance. A fee will be charged.

Items requiring City Council approval:

Street Closures, Bicycle or Foot Race Utilizing Public Streets –A letter stating the reason for the request as well as all dates, times, a map of the area, street names and blocks are required as documentation. Permit request must be completed at least 5 weeks prior to the event. 890-3343 – Raleigh Police Department, Desk Operations Administrative Sergeant, Police Desk, Municipal Building Annex, 110 S. McDowell Street – no fee.

Items requiring permits from other departments:

Demonstrations/Fun Walks Utilizing Sidewalks - 890-3343 - Raleigh Police Department, Desk Operations Administrative Sergeant, Police Desk, Municipal Building Annex, 110 S. McDowell Street – no fee.

Signage - A permit must be secured for the display of temporary banners, pennants, flags, portable signs, streamers and spinners visible from City right-of ways. The event must qualify as a special event by interpretation of the Zoning Specialist. These temporary signs may not be attached to trees, shrubs or their guy ropes (Code 9-8006). Stakes may not be driven into the ground to display signs because of underground irrigation in some parks. You must have a map of the event area showing placement, a copy of the approved Parks and Recreation General Information Form, the City of Raleigh Permit Application and your fee to begin the permit process. 890-3455 – Zoning Specialist, 4th Floor, Municipal Building, 222 W. Hargett Street - No appointment is necessary. The process will take approximately 45 minutes and the fee is \$50.

Tents – You must obtain a Certificate of Non-Flammability for each tent you wish to erect for use by the group or the public. This can be obtained from the rental agency or from the company of purchase. The event must qualify as a special event by interpretation of the Zoning Specialist. Stakes may not be driven into the ground to erect tents because of underground irrigation in some parks. You must have a map of the event area showing placement, a copy of the approved Parks and Recreation General Information Form, the City of Raleigh Permit Application and your fee to begin the permit process. 890-3455 - Zoning Specialist, 4th Floor, Municipal Building, 222 W. Hargett Street - No appointment is necessary. The process will take approximately 45 minutes and the fee is \$50.

Temporary Electrical Service - The event must qualify as a special event by interpretation of the Zoning Specialist. Placement must be approved because of underground irrigation in some parks. You must have a map of the event area showing placement, a copy of the approved Parks and Recreation General Information Form, the City of Raleigh Permit Application, the name and license number of the electrician you plan to use and your fee to begin the permit process. 890-3455 - Zoning Specialist, 4th Floor, Municipal Building, 222 W. Hargett Street - \$50 - No appointment is necessary. The process will take approximately 45 minutes and the fee is \$50.

Items handled by Parks and Recreation Department:

Assembly Permit – Required for groups of 100 + persons in attendance. Parks and Recreation Department will attain this permit after General Information Form is turned in and approved – PROVIDED it is turned in at least two (2) weeks prior to the rental. If it is within the two (2) week window, renter will have to take the filled out form from the Parks and Recreation Facility to the Police Desk (2nd floor, Municipal Building Annex), have them sign off on it and return it, now complete, to the Parks and Recreation facility.

Commercial Photographers Permit – Required for any photographer who intends to take photographs on/of park property and sell them for intended profit. This permit must be begun at least one week prior to the intended shoot, will require a copy of the photographers certificate of insurance showing valid general liability

coverage in the amount of at least \$1,000,000 and a payment of \$50. The permit will be good through the term of the photographer's insurance coverage.

City of Raleigh Code Related issues:

Noise – That which is unreasonably loud, annoying, frightening, loud and disturbing or unnecessary shall be unlawful (Code 12-5006 and 12-5007). Maximum Noise Limitations dB(A) are as follows – d = daytime (7:00 a.m. to 11:00 p.m.) n = (11:00 p.m. to 7:00 a.m.) Residential: d = 55, n = 45; Residential Business Office and Shopping Center and Neighborhood Business: d = 60, n = 55; Thoroughfare, Industrial: d = 70, n = 65 (Code 12-5003). Sound Magnification that emanates from or operates over a street shall not exceed 55 dB(A); and shall not be operated between sunset and 9:00 a.m. (Code 12-5008). One condition of Code Section 13-3017 Nuisance Party defines this offense as “a party or other social gathering ... that results in ... excessive, unnecessary or unusually loud noise ...”.

Fires – Are unlawful *unless* built in cooking pits, fireplaces or other areas on City-owned or controlled property designated by the City as areas for fires or cooking (Code 13-1004). No disposal of charcoal, wood or ashes on/in parks.

Weapons – Are unlawful on Raleigh Parks and Recreation properties or at activities sponsored by Raleigh Parks and Recreation (Code 9-2021).

Smoking or the use of Tobacco Products - is not allowed in City owned Buildings (Code 13-3004).

Alcoholic Beverages - are only allowed by permit and at the special facilities as indicated in Code Part 12, Chapter 4. This permit will be initiated by the renter through the Parks and Recreation Department.

Discharge of Grease - The discharge of cooking grease or grease from other sources to the City's Sanitary Sewer is a violation of the City's Sewer ordinance (Code 8-2113(a)(14))